



Wyoming Department of Education

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MEMORANDUM NO. 2009-111

TO: School District Superintendents
School District Curriculum Coordinators
School District Business Managers
School Principals
School Counselors

FROM: Joe Simpson
Deputy Superintendent of Public Instruction

DATE: August 14, 2009

SUBJECT: Distance Education Advisory Panel

PLEASE READ AND DISTRIBUTE

This memorandum is to notify you of the formation of a Distance Education (DE) Advisory Panel and to request your active involvement in the collaboration.

What is the purpose of the DE Advisory Panel? The purpose of the DE Advisory Panel is to gather input from all distance education stakeholders regarding current K-12 policy, share best practices, recognize potential issues to be addressed, and to identify future distance education trends and their impact. Small focus groups within the advisory group will research, advise and resolve specific distance education topics.

Who should participate? All interested stakeholders are encouraged to contribute. The Advisory Panel membership includes school district personnel (superintendents, curriculum directors, business managers, school principals, counselors, et al), legislators, members of the State Board of Education, and community members.

When does the group meet? The Distance Education Advisory Panel will meet semiannually during both the fall and spring School Improvement Conferences. Two WEN Video meetings are tentatively scheduled for December and May; best dates and times are determined by the group. In the interim, focus groups will collaborate independently concerning specific topics. **Please note, the first DE Advisory Panel meeting is scheduled for the upcoming Fall School Improvement Conference. The session is titled "Distance Education Initiatives and Policy" and is scheduled on Monday, September 28, from 11:15 am to 12:15 pm in the Sheridan Room.**

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What alternative communication tools allow members to participate? All other Distance Education Advisory Panel discussions will take place through the Distance Education Community Page on Fusion. The Fusion portal is located at <https://fusion.edu.wyoming.gov> and, if necessary, accounts can be created by selecting the “Request Login” link at the top-right corner of the page.

Who to contact for more information? If you or your staff has questions, please contact Scott Bullock at 307-777-7418 or via e-mail at sbullo@educ.state.wy.us or Lachelle Brant at (307)777-3679 or lbrant@educ.state.wy.us.

Thank you for taking the time to pass this information along to your staff. We look forward to your participation!

JS:sb:lb